

Request for Proposal (RFP) for:

Inmate Health Services



Job No. 38-14-PD

**City of Kirkland
Police Department
123 Fifth Avenue
Kirkland, WA 98033**



City of Kirkland REQUEST FOR PROPOSAL

I PURPOSE OF REQUEST

The City of Kirkland Police Department (hereinafter "City"), will be accepting proposals for provision of health care services, health care personnel and program support services to the inmate population at the City's Jail Facility. All health care services are to be conducted from the jail facility in accordance with specifications detailed elsewhere in this solicitation. The City desires to receive sufficient factual and quantitative data from qualified Proposers to facilitate a fair and objective evaluation of prepared proposals for health care services at the City Facility.

II RFP PROCESS TENTATIVE SCHEDULE

The City will attempt to follow this timetable, which should result in a final selection by August 1, 2014.

Issue RFP	June 19, 2014
Deadline for questions – 4:00 pm	July 3, 2014
Answers to questions released - Noon	July 9, 2014
Deadline for submittal of proposals – 3:00 pm	July 16, 2014
Selection of successful proposal	TBD
Implementation of agreement	August 15, 2014

These dates are tentative and subject to change by the City.

III SUBMITTAL INSTRUCTIONS

Proposals must be submitted no later than **3:00 pm on Wednesday, July 16, 2014.**

We encourage that proposals be submitted by email. Emailed proposals should include "Inmate Health Services RFP" in the subject line and be addressed to: purchasing@kirklandwa.gov. (Emailed proposals must be in MS Word or PDF format and cannot exceed 10MB).

As an alternate to email, sealed proposals can be mailed or delivered to:

City of Kirkland
Attn: Barry Scott – Job #38-14-PD
123 5th Avenue
Kirkland, WA 98033

Questions:

Questions regarding the RFP process should be addressed to Barry Scott, Purchasing Agent, at bscott@kirklandwa.gov or by phone to 425-587-3123.

Questions regarding the scope of work or evaluation process must be submitted in writing and should be addressed to Lieutenant Bob Balkema, Police Department, at bbalkema@kirklandwa.gov.

IV BACKGROUND

The City of Kirkland Police Department (the City) will be operating a 55 bed jail facility starting August, 2014.

The City requires that the Contractor must have staff on-call at all times specified. A call-back is expected within 15 minutes. Most consultations can be handled over the phone, but it may be necessary for the Contractor to come on site, based on the best judgment of the Contractor (and/or Corrections staff). Most inmates with serious conditions are sent to the King County Jail or to the hospital.

Corrections staff can pass out medications when the Contractor is not scheduled to work. Contractor prescribes and charts medications. Contractor will train corrections staff on how to chart medications in Contractor's absence. The Medication Call Sheet will document instructions given by Contractor over the phone. After hours during booking, corrections staff will accept medication on inmate's person or brought in by family (e.g. diabetic inmate). Corrections staff will check and document. Corrections staff will call Contractor for consultation and approval of medication administration. If not approved, medication will go into Inmate's property.

Approximately 15% of the inmates take medication.

The City will require medication to be bubble packed.

The average daily inmate population is 44.

The average length of stay for an inmate is approximately 7 days.

Training is required once per year and as needed for new hires. This training will be included in the Field Officer Training Program for new hires. The Jail has a low turnover rate for Corrections staff.

The on-call staff person does not have to be a physician, but must have the authority to prescribe medication.

V SCOPE OF SERVICES

This section outlines minimum contract requirements for providing on-call health services to its jail inmates.

- (a) The Contractor will provide adequate medical care to all inmates in the Kirkland City Jail guaranteed under the 8th and 14th Amendments of the U.S. Constitution, Washington State Law and City of Kirkland Policies.
- (b) The Contractor will provide a nurse(s) who will visit the Jail 6 days per week (Monday through Saturday) for up to 8 hours each day and visit on Sunday on an "as needed" basis to assess inmates presenting health problems, gather necessary health histories and records, dispense medications, refer inmates for appropriate treatment of illness/injury per discussion with Jail staff, document medical services, and maintain inmate's medical records. The nurse or physician will keep the jail staff informed of the planned scheduled hours of operation and of any changes.
- (c) The Contractor will provide a nurse or physician available three hundred and sixty-five (365) days per year to whom jail personnel can contact 24/7 to assess the urgent health questions of the inmates. The physician and/or medical personnel will provide the Kirkland City Jail with a list of contact information for the primary on-call designated person. As well as have a secondary person who can be called if the primary person is not reachable. The physician and medical personnel will maintain updated contact information at all times and will inform the jail staff of any changes.
- (d) The Contractor will provide all necessary materials, supplies, and equipment necessary for performance of the services required hereunder. The City agrees to provide the Contractor with office space or facilities, utilities, and office equipment reasonably sufficient to enable the Contractor to perform its obligations, including but not limited to a fax machine, copier, telephone services, office supplies, translation services as available, medication cart and medications.
- (e) The Contractor will arrange for office visits at a clinic or other appropriate healthcare setting for those inmates requiring medical attention outside the jail facility by a licensed physician, physician assistant, or advanced registered nurse practitioner, and discuss with jail administrators before referring inmates for additional health services or treatment outside the scope of this contract.
- (f) The Contractor will provide a physician or other qualified health professional with authority to approve all prescriptions for the inmates. The delivery and administration of medication and medication assistance by non-practitioner jail personnel shall be handled per conditions as set forth in [RCW 70.48.490](#).
- (g) The physician or designated medical person will develop specific medical protocols and procedures. The physician will assist jail administration with writing and updating jail medical policies and procedures. Jail medical protocols, policies and procedures will be reviewed and updated annually.
- (h) The physician or designated medical personnel will provide training to non-practitioner jail personnel in proper medication procedures and any other medical procedures as requested (taking vitals, O2 levels, blood sugar tests, blood pressure, pulse).

- (i) The physician will do annual in person reviews of the City Jail's medical program. The physician will inspect the medical area(s), medication storage and office area. The physician will review the health care program, policies and procedures and will address any deficiencies. The physician will meet with the jail administrator at least once annually to discuss the progress of the inmate's health care program.
- (j) The physician and all medical personnel will attend and participate in an orientation/training session that will cover the facilities' safety and security rules and regulations prior to work commencing.
- (k) The physician or designated medical personnel will maintain complete and accurate medical records for all jail inmates. The records shall be retained on site, separate from confinement records. The Contractor and the City shall maintain the confidentiality of the records as required by law, recognizing that relevant information or a copy of the records shall be forwarded to appropriate facilities or to other health care providers as needed.
- (l) The contract provider for medical services shall, in times of emergency or threat thereof, whether accidental, natural, or caused by man, provide medical assistance to the City.
- (m) The Contractor will immediately notify Jail personnel of any inmate issue requiring special attention or isolation for communicable disease.
- (n) The Contractor will record the administration of medications in a manner and on a form approved by the City to include documentation of the fact that inmates are receiving and ingesting their prescribed medications. Documentation will also be required when an inmate's ordered medication was not administered and the reason given.
- (o) Currently, dental services are only offered off site. Attending physician/nurse will refer inmates for medically necessary dental treatment and may be required to administer medications as prescribed for dental infections.
- (p) Mental health services are to be provided via telephone, or video 24/7
 - 1. Administering psychotropic medications as prescribed.
 - 2. Maintenance of inmates' medical charts to include mental health information.
- (q) At the request of Jail personnel provide for examinations and medical clearance for inmate workers prior to placement in an assignment.
- (r) Confidentiality of medical records will be assured in accordance with HIPAA. The medical and psychiatric records will be kept separate from the custody record. Data necessary for the classification, security, and control of inmates will be provided to the appropriate Jail personnel. Medical records will be made available to the City or its designee when required. Contractor will cooperate with the City regarding any court claims, upon request of City administration.
 - 1. Adherence to applicable informed consent regulations and standards of the local jurisdiction must be maintained.
 - 2. Inactive medical records will be maintained in accordance with the laws of the state of Washington. After two years, inactive medical records will be archived by a mutually agreed upon method.

VI PROPOSAL CONTENT

The proposal must include the following:

Base Price: In an effort to assist with the determination of proposed contract price, assume a 24-hour population of forty four (44).

The base price is to include the furnishing of all professional services, labor, materials, equipment, insurances, licenses and applicable taxes necessary or proper for the completion of the work.

(a) The Proposer is required to provide, in its proposal, the following:

1. A base price on the Proposal Price and Signature Sheet (Attachment B).
2. The base price shall be subject to review no more often than once each year at the anniversary date of execution of the agreement, excluding the first 2-year period.

Statement of Qualifications: Each of the following requirements needs to be addressed in the proposal:

- (a) Proposers will be required to furnish evidence in writing that they maintain a permanent place of business and have adequate finances and personnel to furnish the item(s) and services offered satisfactorily and expeditiously.
- (b) Proposers must have and maintain an active occupational license and provide a copy of this license with their proposal. The agreement pursuant to this RFP will only be entered into with responsible Proposers, found to be satisfactory by the City, qualified by experience, and secure in a financial position to do the work specified.
- (c) Proposer must provide proof **with their submittal** that they will be able to obtain professional liability insurance and catastrophic insurance as required.
- (d) Proposer must demonstrate ability to provide a system of medical support to the inmates.
- (e) Proposer must have a proven ability for an acceptable contract start-up time.
- (f) Proposer must demonstrate the capability to supervise and monitor the program, ensuring satisfactory provision of services.
 1. A clear response to the specifications and program requirements outlined in Section V above.
 2. A recently audited Financial Statement.
 3. Resumes for Medical Director/Physician(s), nurses, and any additional staff who will be dedicated to this contract.
 4. A completed Proposal Price and Signature Sheet - (Attachment B).
 5. References: List three professional or client references (with addresses, e-mail, and phone numbers), who are able to provide information regarding Proposer's ability to perform the work specified.
 6. The Contractor and all employees providing service under this contract must be able

to pass the appropriate criminal history check prior to award of contract.

7. The caption, cause number, Court, Counsel, and general summary of any litigation pending or judgment rendered within the past 3 years against the Proposer.

VII TERMS AND CONDITIONS

- (a) The City reserves the right to reject any and all proposals, and to waive minor irregularities in any proposal.
- (b) The City reserves the right to request clarification of information submitted, and to request additional information on any proposal.
- (c) The City reserves the right to award any contract to the next most qualified consultant, if the successful consultant does not execute a contract within 30 days of being notified of selection.
- (d) Any proposal may be withdrawn up until the date and time set above for opening of the proposals. Any proposal not so timely withdrawn shall constitute an irrevocable offer, for a period of one hundred and twenty (120) days to sell to the City the services described in the attached specifications, or until one or more of the proposals have been approved by the City administration, whichever occurs first.
- (e) The contract resulting from acceptance of a proposal by the City shall be in a form supplied or approved by the City, and shall reflect the specifications in this RFP. A copy of the City's standard Professional Services Agreement is provided (see attachment A). The City reserves the right to reject any proposed agreement or contract that does not conform to the specifications contained in this RFP and which is not approved by the City Attorney's office.
- (f) The City shall not be responsible for any costs incurred by the consultant in preparing, submitting or presenting its response to the RFP.

Contract: The contract shall consist of the following documents: The Request for Proposals (RFP), the accepted proposal, a Professional Service Agreement (Attachment A) and any agreed upon written changes to any of the foregoing documents. The contract documents are complimentary and what is called for in any one document shall be binding as if called for by all.

Cooperative Purchasing: RCW 39.34 allows cooperative purchasing between public agencies (political subdivisions) in the State of Washington. Public agencies which have filed an Intergovernmental Cooperative Purchasing Agreement with the City of Kirkland may purchase from City of Kirkland contracts, provided that the Contractor agrees to participate. The City of Kirkland does not accept any responsibility for purchase orders issued by other public agencies.

Compliance with Laws: The Contractor shall comply with all applicable federal, state and local laws, rules, and regulations, affecting its performance and hold the Purchaser harmless against any claims arising from the violation thereof. Contractor must obtain a

City of Kirkland business license or otherwise comply with KMC 7.02.

Public Disclosure: Proposals shall become the property of the City. All proposals shall be deemed a public record as defined in RCW 42.56 "Public Records." Any proposal containing language which copyrights the proposal, declares the entire proposal to be confidential, declares that the document is the exclusive property of the Proposer, or is any way contrary to state public disclosure laws or this RFP will be declared non responsive and removed from consideration. Any information in the proposal that the successful Proposer desires to claim as proprietary and exempt from disclosure under the provisions of RCW 42.56 must be clearly designated as described in the Proprietary Material Submitted section above. The particular exception from disclosure upon which the Proposer is making the claim and the RFP page it is found on must be identified. RFP's will not be disclosed prior to release to potential respondents. With the exception of lists of prospective Proposers, the City will not disclose RFP records until execution of the agreement. At that time, all information about the competitive procurement will be available with the exception of: Proprietary/confidential portion(s) of the successful proposal(s), until the Proposer has an adequate opportunity to seek a court order preventing disclosure. The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon RCW 42.56.

Contract Term: It is the City's intent that the agreement between the City and the Contractor who is awarded this contract will be for a total of five (5) years from the date of the initial signed agreement.

- (a) Each Proposer shall provide an initial two (2) year firm-fixed cost proposal (Attachment B).
- (b) The City will have the option to renew the contract on a yearly basis for three (3) successive one-year renewal terms, not to exceed a total of five (5) years. Each renewal will be based upon a successful yearly review of the services provided by the Contractor and a successful price agreement as budget allows.

VIII EVALUATION PROCESS

The evaluation of proposals and the determination as to the quality of Inmate Health Care Services shall be the sole and final responsibility of the City and will be based on the information furnished by the Proposer.

The Evaluation Committee will conduct an initial review and short-list to 2 or 3 proposals to be further evaluated and scored. The proposals shall be reviewed solely on the information received in the written response and the responses from reference check calls. As a result of this review, the Evaluation Committee may select Proposers to be interviewed. The Evaluation Committee may ask these selected Proposers for further written information or clarification related to the proposed services, Proposer capabilities, and personal or client references. Whether there will be interviews and who will be invited to make a presentation to the Evaluation Committee will be at the sole discretion of the City.

The Evaluation Committee will evaluate short-listed proposals based on the following criteria. A maximum score of 100 points will be used to evaluate Proposers. Each of the following elements shall have the stated maximum point value:

City of Kirkland
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Item #	Description	Points
1.	The experience of the Proposer and/or company officials for the services required.	20
2.	The qualifications of staff employed by the Proposer to be assigned to the project.	25
3.	Cost	15
4.	Oral interviews	15
5.	Professional references of the Proposer and company officials	15
6.	The financial stability of the Proposer	5
7.	Responsiveness to this RFP	5
	TOTAL	100

As a result of proposal evaluations, reference checks, and oral interviews, the Evaluation Committee will score the Proposers based on the above criteria and the Proposer with the highest score shall be the finalist and provided with a Notice of Intent to Award. In the case of a tie, the Proposer receiving the majority of the individuals' highest scores (e.g. 3 out of the 5 people on the Evaluation Committee) will be the finalist. The decision of the Evaluation Committee shall be final and conclusive.

The City reserves the right to (a) reject any and all proposals or any part of any proposal, (b) waive minor defects or technicalities, or (c) solicit new proposals on the same project or on a modified project that may include portions of the originally proposed project as the City, in the exercise of their sole and unfettered discretion, may deem necessary. Proposers will be required to submit satisfactory evidence that they have the necessary financial resources to perform and complete the work outlined in this RFP.

Submission of a proposal implies the Proposer's acceptance of the evaluation criteria and process and recognition that subjective judgments may be made by the Evaluation Committee.



PROFESSIONAL SERVICES AGREEMENT

Attachment A

Job Name and Number

The City of Kirkland, Washington, a municipal corporation ("City") and _____, whose address is _____ ("Consultant"), agree and contract as follows:

I. SERVICES BY CONSULTANT

- A. The Consultant agrees to perform the services described in Attachment ____ to this Agreement, which attachment is incorporated herein by reference.
- B. All services and duties shall be conducted and performed diligently, completely and in accordance with professional standards of conduct and performance.

II. COMPENSATION

- A. The total compensation to be paid to Consultant for these services shall not exceed \$_____, as detailed in Attachment _____.
- B. Payment to Consultant by the City in accordance with the payment ceiling specified above shall be the total compensation for all work performed under this Agreement and supporting documents hereto as well as all subcontractors' fees and expenses, supervision, labor, supplies, materials, equipment or the use thereof, reimbursable expenses, and other necessary incidentals.
- C. The Consultant shall be paid monthly on the basis of invoices submitted. Invoicing will be on the basis of percentage complete or on the basis of time, whichever is applicable in accordance with the terms of this Agreement.
- D. The City shall have the right to withhold payment to Consultant for any work not completed in a satisfactory manner until such time as Consultant modifies such work to the satisfaction of the City.
- A. Unless otherwise specified in this Agreement, any payment shall be considered timely if a warrant is mailed or is available within 45 days of the date of actual receipt by the City of an invoice conforming in all respects to the terms of this Agreement.

III. TERMINATION OF AGREEMENT

The City or the Consultant may terminate this Agreement at any time, with or without cause, by giving ten (10) days' notice to the other in writing. In the event of termination, all finished or unfinished reports, or other material prepared by the Consultant pursuant to this Agreement, shall be provided to the City. In the event the City terminates prior to completion without cause, consultant may complete such analyses and records as may be necessary to place its files in order. Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on the project prior to the date of termination, not to exceed the payment ceiling set forth above.

IV. OWNERSHIP OF WORK PRODUCT

- A. Ownership of the originals of any reports, data, studies, surveys, charts, maps, drawings, specifications, figures, photographs, memoranda, and any other documents which are developed, compiled or produced as a result of this Agreement, whether or not completed, shall be vested in the City. Any reuse of these materials by the City for projects or purposes other than those which fall within the scope of this contract or the project to which it relates, without written concurrence by the Consultant will be at the sole risk of the City.
- B. The City acknowledges the Consultant's plans and specifications as instruments of professional service. Nevertheless, the plans and specifications prepared under this Agreement shall become the property of the City upon completion of the work. The City agrees to hold harmless and indemnify consultant against all claims made against Consultant for damage or injury, including defense costs, arising out of any reuse of such plans and specifications by any third party without the written authorization of the Consultant.
- C. Methodology, materials, software, logic, and systems developed under this contract are the property of the Consultant and the City, and may be used as either the consultant or the City sees fit, including the right to revise or publish the same without limitation.

V. GENERAL ADMINISTRATION AND MANAGEMENT

The _____ for the City of Kirkland shall review and approve the Consultant's invoices to the City under this Agreement, shall have primary responsibility for overseeing and approving services to be performed by the Consultant, and shall coordinate all communications with the Consultant from the City.

VI. COMPLETION DATE

The estimated completion date for the Consultant's performance of the services specified in Section I is _____.

Consultant will diligently proceed with the work contracted for, but consultant shall not be held responsible for delays occasioned by factors beyond its control which could not reasonably have been foreseen at the time of the execution of this Agreement. If such a delay arises, Consultant shall forthwith notify the City.

VII. SUCCESSORS AND ASSIGNS

The Consultant shall not assign, transfer, convey, pledge, or otherwise dispose of this Agreement or any part of this Agreement without prior written consent of the City.

VIII. NONDISCRIMINATION

Consultant shall, in employment made possible or resulting from this Agreement, ensure that there shall be no unlawful discrimination against any employee or applicant for employment in violation of RCW 49.60.180, as currently written or hereafter amended, or other applicable law prohibiting discrimination, unless based upon a bona fide occupational qualification as provided in RCW 49.60.180 or as otherwise permitted by other applicable law. Further, no person shall be denied or

subjected to discrimination in receipt of the benefit of any services or activities made possible by or resulting from this Agreement in violation of RCW 49.60.215 or other applicable law prohibiting discrimination.

IX. HOLD HARMLESS/INDEMNIFICATION

Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from its negligence or breach of any of its obligations in performance of this Agreement.

In the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

X. LIABILITY INSURANCE COVERAGE

The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees. A failure to obtain and maintain such insurance or to file required certificates and endorsements shall be a material breach of this Agreement.

Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

A. Minimum Scope of Insurance

Consultant shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

B. Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$3,000,000 policy aggregate limit.

C. Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability and Commercial General Liability insurance:

1. The Consultant's insurance coverage shall be primary insurance as respects the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.
2. The Consultant shall provide the City and all Additional Insured's for this work with written notice of any policy cancellation, within two business days of their receipt of such notice.

D. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

E. Verification of Coverage

Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

F. Occurrence Basis

Any policy of required insurance shall be written on an occurrence basis

XI. COMPLIANCE WITH LAWS/BUSINESS LICENSE

The Consultant shall comply with all applicable State, Federal, and City laws, ordinances, regulations, and codes. Contractor must obtain a City of Kirkland business license or otherwise comply with Kirkland Municipal Code Chapter 7.02.

XII. FUTURE SUPPORT

The City makes no commitment and assumes no obligations for the support of Consultant activities except as set forth in this Agreement.

XIII. INDEPENDENT CONTRACTOR

Consultant is and shall be at all times during the term of this Agreement an independent contractor and not an employee of the City. Consultant agrees that he or she is solely responsible for the payment of taxes applicable to the services performed under this Agreement and agrees to comply with all federal, state, and local laws regarding the reporting of taxes, maintenance of insurance and records, and all other requirements and obligations imposed on him or her as a result of his or her status as an independent contractor. Consultant is responsible for providing the office space and clerical support necessary for the performance of services under this Agreement. The City shall not be responsible for withholding or otherwise deducting federal income tax or social security or for contributing to the state industrial insurance or unemployment compensation programs or otherwise assuming the duties of an employer with respect to the Consultant or any employee of Consultant.

XIV. EXTENT OF AGREEMENT/MODIFICATION

This Agreement, together with all attachments and addenda, represents the final and completely integrated Agreement between the parties regarding its subject matter and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument properly signed by both parties.

XV. ADDITIONAL WORK

The City may desire to have the Consultant perform work or render services in connection with the project other than provided for by the express intent of this contract. Any such work or services shall be considered as additional work, supplemental to this contract. Such work may include, but shall not be limited to, _____ . Additional work shall not proceed unless so authorized in writing by the City.

Authorized additional work will be compensated for in accordance with a written supplemental contract between the Consultant and the City.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates written below:

CONSULTANT:

CITY OF KIRKLAND:

By: _____

By: _____
Marilynne Beard, Deputy City Manager

City of Kirkland
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ATTACHMENT B

**PROPOSAL PRICE AND SIGNATURE SHEET
RFP for Inmate Health Services
Job #38-14-PD**

_____ will provide Inmate Health Care services for the City of Kirkland, in accordance with the specifications of this proposal.

Receipt is hereby acknowledged of Addenda No. ____, ____, and ____.

TOTAL COST PER YEAR FOR YEARS 1 AND 2: \$ _____
(Years 3, 4 & 5 will be subject to negotiation.)

TOTAL NUMBER OF DAYS REQUIRED TO IMPLEMENT SERVICES _____

Signed

Printed Name

Title

Date

Company Name

Street Address

City/State/Zip Code

Telephone number

Email Address

UBI Number